

**TOWN OF WEBSTER
Office of Selectmen
945 Battle Street/Rte. 127
Webster, NH 03303**

5:00 P.M. Selectmen's Meeting – August 1, 2011

Present: Chairman George Cummings, Selectman Bruce Johnson and consultant Butch Thornton.

This was a special meeting of the Board of Selectmen for the purpose of opening the sealed bids for the roofing and carpentry projects at the Town Hall.

Two sealed bids were received:

RJH Builders, LLC.
22 First Street
Concord, NH 03301

The Melanson Company, Inc.
5 Old Ferry Road
Bow, NH 03304

The bids were opened with Chairman Cummings advising that his thoughts were to leave the original copies of the bids in the office and make copies for each Selectman to review prior to Monday night's meeting when a decision is expected to be made. As Selectman Hashem was not in attendance, he will be notified that a copy is available to be picked up. Copies were also made for Mr. Thornton.

The following bid results were read into the minutes as follows:

RJH Builders, LLC – Bid was for 1-A and 1-B together for \$61,250. The bid packet included the bid bond for the specified 10% as well as a square foot bid of \$1.50 per square foot for any additional work beyond the 100 square feet.

The Melanson Company, Inc. – bid separately as follows: 1-A – Town Hall Roofing \$38,709 and for 1-B – Carpentry Repairs \$9,900 for a total together of \$48,609. This bid packet included up to 100 square feet of re-nailing, with no additional charge for further re-nailing and indicated a reduction of \$400 if the chimney flashing is re-used. He also included the bid bond for the specified 10%.

Selectman Johnson inquired as to whether both names were on the list from the mandatory walk-around on July 22nd, which they were.

Chairman Cummings noted that everything was in order regarding the bids received. He stated that the only question now was "can we afford it". Discussion followed.

They discussed the need and advisability for a "clerk of the works", what his role would be and the potential cost. They discussed the contract for the project. Chairman Cummings will send samples of contracts that he has to Selectman Johnson for review with general discussion following on contracts and what to look for and expect.

Chairman Cummings recommended starting the Selectmen's Meeting of August 8, 2011 at 6:30 PM. This was not confirmed.

Mr. Thornton recommended that the Board get the contract ready to go as soon as possible with all details included i.e. schedule of building use, payment schedule, etc.

Tom Mullins questioned what would happen if the job is not completed by one company and there were no clerk of the works, who would one call if there was a problem, say with leaks. The Board agreed that it could be an issue if not handled properly.

If any calls are received inquiring about the bids, the office will give out the bid numbers received

5:42 P.M. Selectman Johnson to adjourn the meeting; seconded by Chairman Cummings and approved.

George C. Cummings, Chairman
BOS/jj

Bruce G. Johnson

BOS Initials:

G. C. Cummings

B. G. Johnson